



# Agenda Item Form

Agenda Date: AUG 10, 2004

Districts Affected: 3

Dept. Head/Contact Information: Byron E. Johnson

## Type of Agenda Item:

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Resolution                          | <input type="checkbox"/> Staffing Table Changes   | <input type="checkbox"/> Board Appointments        |
| <input type="checkbox"/> Tax Installment Agreements          | <input type="checkbox"/> Tax Refunds              | <input type="checkbox"/> Donations                 |
| <input type="checkbox"/> RFP/ BID/ Best Value Procurement    | <input type="checkbox"/> Budget Transfer          | <input type="checkbox"/> Item Placed by Citizen    |
| <input type="checkbox"/> Application for Facility Use        | <input type="checkbox"/> Bldg. Permits/Inspection | <input type="checkbox"/> Introduction of Ordinance |
| <input type="checkbox"/> Interlocal Agreements               | <input type="checkbox"/> Contract/Lease Agreement | <input type="checkbox"/> Grant Application         |
| <input checked="" type="checkbox"/> Other <u>Termination</u> |   |  |

## Funding Source:

- ☒ General Fund
- ☐ Grant (duration of funds: \_\_\_\_\_ Months)
- ☐ Other Source: \_\_\_\_\_

## Legal:

- ☐ Legal Review Required      Attorney Assigned (please scroll down): None      ☐ Approved      ☐ Denied

Timeline Priority: ☒ High      ☐ Medium      ☐ Low      # of days: \_\_\_\_\_

## Why is this item necessary:

Termination of Janitorial Services

Explain Costs, including ongoing maintenance and operating expenditures, or Cost Savings:

\_\_\_\_\_

Statutory or Citizen Concerns:

\_\_\_\_\_

Departmental Concerns:

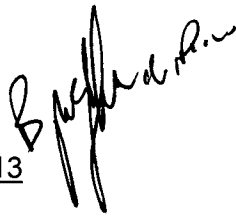
\_\_\_\_\_

DATE: August 4, 2004

TO: Municipal Clerk

FROM: Byron E. Johnson, C.P.M.  
Director of Purchasing x 4313

THRU: Aurora Wells  
Interim Bid Clerk ext. 4038



04 AUG -5 PM 2:03

Please place the following item on the **REGULAR** agenda for the Council Meeting of **AUGUST 10, 2004.**

Item should read as follows:

The Director of Purchasing Requests that Mayor and Council terminate Contract No. 2003-092 with Anna's Cleaning Services for convenience pursuant to Clause No. 8A of the Contract, an item titled Termination for Convenience, whereby the City reserved the right to terminate the Contract for convenience. Police Air Support is vacating facility.

The vendor will be notified & no new service is required.

Department: Municipal Services, Maintenance Division

Contact person: Ray Heredia, Procurement Analyst at 541-4316.


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AGENDA FOR: **AUGUST 10, 2004**

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## PURCHASING DEPARTMENT

DATE: August 4, 2004  
TO: CITY CLERK  
FROM: Byron E. Johnson. C.P.M.  
Director of Purchasing  
Ray Heredia   
Procurement Analyst

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Please place the following item on the REGULAR COUNCIL AGENDA for the Council Meeting of Tuesday, August 10, 2004

Item should read as follows: The Director of Purchasing Requests that Mayor and Council terminate Contract No. 2003-092 with Anna's Cleaning Services for convenience pursuant to Clause No. 8A of the Contract, an item titled Termination for Convenience, whereby the City reserved the right to terminate the Contract for convenience. Police Air Support is vacating facility.

The vendor will be notified & no new service is required.

Department: Municipal Services, Maintenance Division

SPECIAL INSTRUCTIONS: \_\_\_\_\_

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City's Clerk Use

ITEM No. \_\_\_\_\_

## RESOLUTION

**WHEREAS**, the City awarded Contract No. 2003-092 to Anna's Cleaning Services, on April 8, 2003, for Janitorial Services for El Paso Police Department, Police Air Support Facility; and

**WHEREAS**, the City Council terminates said Contract for convenience pursuant to the provisions of the Contract; and

**WHEREAS**, pursuant to Section C 8A of the Contract (Cancellation for Convenience), the City is authorized to terminate the Contract for convenience; and

**WHEREAS**, that the City Council terminates and that the Director of Purchasing is authorized to notify Anna's Cleaning Services, that Contract No. 2003-092 pursuant to the provisions and requirements of Section C 8A of the Contract Clauses is terminated due to convenience, and that the termination shall be effective as of August 31, 2004.

**PASSED AND APPROVED this 10<sup>th</sup> day of August, 2004.**

**THE CITY OF EL PASO**

\_\_\_\_\_  
Joe Wardy  
Mayor


**ATTEST:**

\_\_\_\_\_  
Richarda D. Momsen  
City Clerk

**APPROVED AS TO FORM:**

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Theresa A. Cullen-Garney  
Deputy City Attorney

**APPROVED AS TO CONTENT:**

  
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Byron E. Johnson, C.P.M.  
Director of Purchasing